



JOB POSTING TOWN OF FOXBOROUGH

PLANNING DIRECTOR

The Town of Foxborough is seeking a qualified candidate to direct the Planning Department including implementation of the Town of Foxborough Master Plan and to provide leadership, make recommendations, implementing short/long term land use plans, balancing environmental protection versus economic development efforts, oversight of ongoing community development efforts and addressing land use issues ensuring smart growth for the community.

Duties include but are not limited to: Oversight of the development review process - including site plan review, subdivision(s), special permit applications, application review, plan review(s), and the drafting of Board decisions. Oversees the construction process with other Town staff as needed. Provides technical assistance to the Planning Board, Zoning Board of Appeals, and Town Boards or Commissions. This includes providing information or making presentations to supervisors, civic groups, businesses, or individuals. Attends Planning Board meetings and preparing appropriate supporting documents or reports. Provides information to the public, applicants, state/regional officials and others as needed. Maintains contact and coordinates responses with the Building Commissioner, Board of Health, Conservation Commission, and other Town Boards relating to land use. Maintains current knowledge of State initiatives, laws or court decisions affecting local development. Makes recommendations pertaining to master plan development, for amendments to the Zoning Bylaws, and for other local by-laws and regulations. Assists and advises Town Officials with the development of town properties.

The ideal candidate has experience and is creative in identifying and pursuing grant opportunities. Serves as liaison with the Town Manager with the Chamber of Commerce and various local, state, and federal agencies. This responsibility includes coordinating projects with all applicable agencies and developers as deemed necessary or appropriate. Assignments may include preparing draft recommendations/decisions on special projects as requested by the Planning Board and/or the Town Manager as well as overseeing the work of consulting engineers or a site inspector.

The Director shall perform similar or related work as required.

Supervision: Works under the policy direction of the Planning Board and the administrative direction of the Town Manager and in accordance with applicable provisions of the Massachusetts General Laws and town bylaws. Employee functions independently, referring specific problems to supervisor only when clarification or interpretation of town or department policy or procedures is required.

Qualifications and experience: Master's degree in planning, public policy or related field desirable. Ten years of progressively responsible experience in land use planning and/or economic development. Municipal experience preferred, or any equivalent combination of education and experience. Possession of a valid motor vehicle operator's license required.

Salary: \$88,129-\$110,052. This is a full-time, benefit eligible position.

Apply to: jobs@foxboroughma.gov or by mail to: **Mary Beth Bernard, Assistant Town Manager, Foxborough Town Hall, 40 South Street, Foxborough MA 02035 by August 21, 2015.**

POSTING DATE: JULY 27, 2015

Equal Opportunity Employer

The Town of Foxborough accommodates the needs of all physically challenged or disabled people by all reasonable means in accordance with the Americans with Disabilities Act.